



School Leadership Call

10/14/09

General Updates

1. Notes for the Superintendent/School Leadership call will be posted on the Department of Health website the day following the call and disseminated by the Rhode Island Department of Education as part of the Commissioner's Field Notes for the week.
2. We encourage you to submit questions in advance to Rosemary Reilly-Chammat at the Department of Health so that we can make these calls as valuable to you as possible. Rosemary's email address is Rosemary.Reilly-Chammat@health.ri.gov

General Overview

- ❑ For the benefit of newcomers to the call, we would like to summarize the current plan to vaccinate children between the ages of 5 and 18 in school-based clinics.
- ❑ The H1N1 School Vaccination Campaign is a partnership between the Department of Health, the Department of Elementary and Secondary Education, the Wellness Company, the state's Medical Reserve Corps and the schools of our state.
- ❑ Individual schools will host a school-based vaccine clinic, and the Medical Reserve Corps will staff the clinics with one or more vaccination teams depending on the number of children to be vaccinated.
- ❑ Over the next 10 days we will finalize a school clinic schedule based on 25 school vaccination days. This will allow us to interrupt the schedule for holidays, such as Thanksgiving. We currently anticipate that school clinics will start the first week of November.
- ❑ To develop the schedule, we needed to take into account the projected amount of vaccine that would be available each week and balance that with the availability of the Medical Reserve Corps teams.
- ❑ In addition, we set the following guidelines for the schedule:
 - Be in all parts of the state in the first week
 - Ensure a balanced mix of schools – public, private, rural, urban, large, small and so on each day and throughout the campaign
- ❑ To develop our first draft, we applied the "Monte Carlo" principle and generated the schedule with a randomizing program; then we moved around a handful of schools to make sure we met the tests above.

Vaccine Dispatch and Distribution

- ❑ This week we received our first shipments of the intranasal H1N1 vaccine. These doses have been sent to pediatricians for children between the ages of 2 and 5. Pediatricians have been contacting patients directly about vaccination clinics in their practices.
- ❑ Over the next two weeks we will begin receiving vaccine appropriate for Pregnant Women as well as for school based clinics
- ❑ We do not expect to have enough appropriate vaccine on hand to start school-based clinics until the first week of November.

School Clinics Scheduling

- ❑ We are planning to distribute the draft school clinic schedule to Superintendents, District H1N1 Coordinators, Principals, and School Liaisons this week for your review.
- ❑ With the draft schedule, you will also receive a list of contact people with whom you will be able to work through questions and issues around the schedule and the clinics – the State H1N1 School Clinic Coordinators are a small team of staff from the Departments of Education Health, and DCYF who have been working together for the last few weeks to plan the clinic rollout.
- ❑ The draft schedule will also include a letter highlighting the operations of the school based clinics as well as the parameters for requesting changes to the schedule
- ❑ Since the schedule is a delicate balance of several factors (vaccine availability, staffing availability, fair balance of schools and districts), we will be reviewing requests for changes on a case by cases basis and the standard for making changes will be very high. Districts and schools requiring special customization will likely be moved to the end of the schedule.
- ❑ We hope to have a “final but flexible” school clinic schedule by Friday, October 23rd. Although our planning has slipped a few days, it may be possible for us to put dates on the schedule by this time.

Communication

- ❑ We have several Communications issues to discuss today.
- ❑ Master Contact Lists: We are essentially working on two lists – one is the district level list – this includes contact information for the Superintendent and his or her designee for H1N1 if any. For Independent and Parochial Schools this generally includes the Headmaster or Director and his or her

H1N1 designee. The second list is a contact list for each individual school. This list includes the Principal and his or her designated School Liaison for the School Based Clinics. For Independent and Parochial schools this second list may be the same as the first. We are happy to report that we have 100% response from the public school districts for district-level list. We are now making phone calls to individual schools so that our list will be as close to complete as possible by the end of this week.

- ❑ School Leadership Overview Letter and Draft Schedule: As mentioned earlier, we hope to send to you an overview letter and draft schedule on Friday or next Monday for your review.
- ❑ Parent/Guardian Mailing with Consent Forms: we have compiled a parent/guardian vaccination packet that includes an overview of the H1N1 school vaccination program, a consent form and a vaccination information sheet – all of these materials will be sent in both English and Spanish. There are 4 ways that families will be able to receive the packet:
 - i. If your district or school sent us the names and addresses of enrolled students, these students will receive this packet directly from the Department of Health sometime later this week or next week. We received names and addresses from all public schools and some Independent and Parochial Schools.
 - ii. If your school did not send in names and addresses, you will receive the packet electronically to give out directly to children to take home.
 - iii. We will also make the packet available via our website
 - iv. We are working on having the packet (or some portion of it) publicized in the Providence Journal and the RING newspapers.
- 1. Capitol TV Show: next week, we will be taping a television segment in partnership with Capitol TV, which will give an overview of the H1N1 School Vaccination program for all stakeholders, including school leadership, school liaisons who are hosting the clinics, parents, and students. We will hope to have production completed by this time next week and will share with you the broadcast schedule. We also plan to have a video stream of the show available on our website.

Other issues

- ❑ Home-Schooled Children: Just a reminder that each district is responsible for reaching out to the home-schooled children in their area. We are asking that home-schooled children attend the school-based vaccination clinic at the school to which they would have been assigned if enrolled.
- ❑ Media: Just reminder that you are likely to get calls from the media regarding school-based clinics and that you may want to consider now

your response to these calls. The Department of Health will not be giving permission to film at any school-based clinics, though the schedule will be public once we announce the start date of the H1N1 School Vaccination Program.

Review of key dates:

October 15-23	Parent/Guardian Mailing
October 16	Send out Draft Clinic Schedule
October 21	Next Superintendent/School Leadership call
October 26-30	H1N1 School Vaccination Program on Capitol TV
October 19-23	The RIDE/HEALTH Scheduling Team to work with schools to finalize the Schedule
October 23	Final but Flexible School Clinic Schedule

Questions since last week:

Q: We have a predominant population of Cambodian, Hmong, Asian and Portuguese. Would it be possible to have the Consent Form in all of these languages?

A: CDC is working on multiple translations of the Vaccination Information Sheets and Consent Forms. We are not certain when these will be available. We ask that you continue to check the website – either ours or the CDC website at Flu.gov for updates. When the translations are available, we will notify school leadership.

Q: Will translators be part of the Medical Reserve Corps?

A: No, we do not have the capacity to provide translators through the Medical Reserve Corps. However, we ask that as hosts, each school consider their individual need for translation help and provide that help possibly through community volunteers.